



King County Waste Reduction and Recycling Report Card

School Name: _____ Date of Waste Audit: _____ School Contact: _____

Number of students: _____ Number of Classrooms: _____ Hauler: _____

Garbage volume per month: _____ Recycling volume per month: _____ Recycling Rate: _____

Score: ★★

1. Recycling Signage and Containers:

- ☐ All or at least 90% of all classrooms have recycling containers. Percent of Classrooms with containers: _____
- ☐ Recycling containers are in offices and by all printers/copying machines
 - ☐ If not, the following areas still need containers: _____
- ☐ Recycling containers are easily visible and whenever possible are located next to trash containers
- ☐ Recycling containers are in the kitchen for steel cans and in the staff lounge for aluminum cans
- ☐ Signage is by or on all recycling containers

2. Collection and Pick Up:

- ☐ Janitor collects recycling and garbage
- ☐ More than four types of materials are collected for recycling or composting (composted on-site)

<input type="checkbox"/> Aluminum cans	<input type="checkbox"/> Paper	<input type="checkbox"/> Ink jet & toner
<input type="checkbox"/> Steel cans	<input type="checkbox"/> Batteries	<input type="checkbox"/> Cartridges
<input type="checkbox"/> Cardboard	<input type="checkbox"/> Fluorescent bulbs	<input type="checkbox"/> Food waste
<input type="checkbox"/> Plastic bottles	<input type="checkbox"/> Electronics	<input type="checkbox"/> Yard waste
<input type="checkbox"/> Milk cartons		<input type="checkbox"/> Other: _____
- ☐ There is no contamination in recycling containers
- ☐ Recycling dumpster larger than garbage dumpster- (i.e. the school's recycling rate is 50% or more?)

3. Education

- ☐ Are students, teachers and faculty introduced to the recycling program at the beginning of the school year?
- ☐ Are there assemblies, workshops or other types of presentations for students throughout the year regarding waste reduction and recycling?
- ☐ Are teachers given periodic emails or reminders at staff meetings about waste reduction and recycling?
- ☐ Are custodians given adequate training regarding recycling?
- ☐ Other? _____

4. Purchasing

- ☐ School purchases recycled content paper—percentage of recycled content, if known: _____
- ☐ School purchases at least three additional products made from recycled materials. They are:
 - _____
 - _____
 - _____
- ☐ School purchases products that reduce waste, are recyclable and/or are durable (last longer require less maintenance).
- ☐ School purchases products that use less energy and/or are less toxic (For Example: Energy Star Electronics; cleaning supplies, less toxic chemicals for science experiments in classes, HVAC)
- ☐ Other: (For example, written policy about environmental purchasing) _____

5. Waste Reduction

- ☐ School practices five waste reduction activities. They are:
 - _____
 - _____
 - _____
 - _____
 - _____

Scoring:

★★★**Outstanding**: at least three checks in each of the following categories: 1,2,3,5 -- and a minimum grand total of 14 checks.

Your school is doing a great job reducing solid waste and recycling!

★★★**Good**: at least two checks in each of the following categories: 1,2,3,5 -- and a minimum grand total of 10 checks.

Your school is doing a good job reducing solid waste and recycling, but can improve its program.

★★**Needs Improvement**: only one check in each of the following categories: 1,2,3,5 and/or a grand total between 5 and 9 checks.

Your school has started waste reduction and recycling activities, but has plenty of room to grow.

★**Get Working**: a grand total of 0-4 checks.

Your school has abundant opportunities to save natural resources and money.

Waste Audit Recommendations

Congratulations on taking a look at waste and recycling issues in your school. The steps you have taken, and the actions you continue to take, will help your school, your students, your District, and our community step more lightly on our Earth.

Based on the waste and recycling walk through we conducted at your school on _____, we recommend the following actions to improve your grade on the “waste reduction recycling report card.” We will contact you to discuss these actions in more detail and to provide additional assistance. *Red items (numbered 1 – 5 below) are sample entries.*

If followed, these suggestions can reduce your garbage volume, increase your recycling rate and result in cost savings. For example, last year Tolt Middle school saved \$3,000 by making similar changes in waste reduction and recycling practices.

1. Increased signage on or near recycling containers

School responsibilities:

- | | | | |
|--------------------------|-------|--------------|-----------------|
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |

King County responsibilities:

- | | | | |
|--------------------------|-------|--------------|-----------------|
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |

2. More recycling containers in classrooms

School responsibilities:

- | | | | |
|--------------------------|-------|--------------|-----------------|
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |

King County responsibilities:

- | | | | |
|--------------------------|-------|--------------|-----------------|
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |

3. Add the following materials to school's recycling program: milk carton and battery recycling programs

School responsibilities:

- | | | | |
|--------------------------|-------|--------------|-----------------|
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |

King County responsibilities:

- | | | | |
|--------------------------|-------|--------------|-----------------|
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |

4. _____

School responsibilities:

- | | | | |
|--------------------------|-------|--------------|-----------------|
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |

King County responsibilities:

- | | | | |
|--------------------------|-------|--------------|-----------------|
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |

5. _____

School responsibilities:

- | | | | |
|--------------------------|-------|--------------|-----------------|
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |

King County responsibilities:

- | | | | |
|--------------------------|-------|--------------|-----------------|
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |
| <input type="checkbox"/> | _____ | Staff: _____ | Due Date: _____ |

Additional Notes or Comments:

Principal

King County Representative